U.S. Department of Energy

Implementing the President's Management Agenda for Expanding E-Government

e-Government Progress Report
Fiscal Year 2005:

Chief Information Officer
June 2005

Message from the Chief Information Officer

The Department of Energy's e-Government Strategy for fiscal year 2005 continues to directly support the President's Management Agenda, the Federal Lines of Business initiative, as well as the Department's core mission requirements by evaluating and applying new information technologies and modernizing the way we govern, unifying core applications through a secure environment, and simplifying access to energy related government services. We have striven to create more internal efficiencies and improve the Department's service delivery through innovative use of information technology through architected solutions.

I am personally delighted to lead the Department of Energy in these e-Government efforts. I look forward to a revitalized government that fully implements the basic principles of the President's Management Agenda. Finally, I am proud to report that we have made significant progress in e-Government both in our ability to meet the goals of the President's Management Agenda as well as in our ability to internally address the needs of our communities of interest and key stakeholders.

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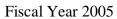Rosita O. Parkes, Chief Information Officer
June, 2005

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I. Executive Summary

The Department of Energy e-Government Strategy for fiscal year 2005 continues to directly support the President's Management Agenda, the Federal Lines of Business initiative, as well as the Department's core mission requirements (defense, energy, science and environment) by evaluating and applying new information technologies and modernizing the way we govern, unifying core applications through a secure environment, and simplifying access to energy related government services. Our goal continues to focus on the three basic principles established by the President's Management Agenda:

1. **To be Citizen-centered**, not bureaucracy or agency-centered;
2. **To be Results-oriented**, producing measurable improvements for citizens; and
3. **To be Market-based**, actively promoting innovation.

We have striven to create more internal efficiencies and improve the Department's service delivery through innovative use of information technology through architected solutions. To this end, we have instituted a governance process for e-Government. This process ensures that the Department's internal e-Government efforts are consistent with the overall objectives of the President's Management Agenda as well as the Department's Strategic Plan. The objective is to identify opportunities that will reduce the cost of government and improve services to citizens through innovative market driven information technology approaches, and elimination or consolidation of duplicative systems and services that result in measurable business performance improvements.

II. e-Governance

Sweeping changes have been made in how the Department of Energy (DOE) senior leadership thinks about its annual $2.7 billion information technology portfolio and its role in managing the Department. Rather than considering information technology as an end in itself, the President's Management Agenda refocused information technology as a business investment that supports the accomplishment of the Department's mission. The e-Government portion of the President's Management Agenda focus is to ensure that the Federal Government's $60 billion annual investment in information technology (IT) is managed to meet the needs of the Department and the Nation.   Before a new information technology investment is launched, staff systematically thinks through the purpose, cost and security requirements before deciding whether it will help the Department achieve its strategic goals. Part of this process is to ensure that all major IT investments within the Department are justified with strong business cases that detail cost, schedule, and performance goals, and how these investments support the Department's overarching strategic plan and Enterprise Architecture. Cyber security is a significant priority for the Department. Within the last year, DOE has increased the security of our IT enterprise by certifying and accrediting more than 90 percent of our operational systems.

To achieve and improve our success in meeting the Office of Management and Budget e-Government initiatives, the DOE developed and instituted the following:

- Implemented an American National Standards Institute Standard 748 Earned Value Management System for major IT investments that have total development, modernization or enhancement (DME) costs of $20 million and above and DME costs that exceed $5 million in the current or budget year or other high priority/high visibility investments.
- Matured the Capital Planning and Investment Control governance process in accordance with the requirements outlined in the OMB Circular A-11.
- Implemented a Project Management Certification for all IT program managers.
- Linked the DOE Enterprise Architecture to the overarching Federal Enterprise Architecture.
- Enhanced the electronic communications infrastructure for the Enterprise Architecture to improve security, data sharing, and controlled access to internal and external networks.
- Developed and promulgated policy establishing the Department's IT system requirements for minimum security configurations, contingency planning certification and accreditation, and the next steps for cyber asset management.

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- Established a Project Office to implement a Departmental identity management and access control solution to comply with Homeland Security Presidential Directive 12.
- Integrated and standardized desk top services for the DOE Headquarters, improving IT service and cyber security.
- Participated in nineteen Federal e-Government initiatives and six Federal Lines of Business.

These efforts along with many other Departmental initiatives help the Department eliminate redundancies, reduce costs, achieve its strategic goals, and implement the President's Management Agenda.

III. The Department's Support for the President's Management Agenda (PMA)

Presidential Priority e-Government Initiatives

The Department of Energy (DOE) continued to support the President's e-Government Initiatives. DOE began its e-Government business transformation as a participating member of the government-wide Quicksilver Task Force convened by the President's Management Council and the Office of Management and Budget (OMB). Of the 24 Quicksilver initiatives and cross-cutting initiatives, DOE became a participating partner agency or active participant in 19 initiatives. The initiatives are listed in the Exhibit below.

19 DOE e-Government Initiatives

Initiative	Lead Agency
Gov Benefits.gov	Department of Labor
USA Services	General Services Administration
Business Gateway	Small Business Administration
Consolidated Health Informatics	Department of Health and Human Services
Federal Asset Sales	General Services Administration
e-Rulemaking	Environmental Protection Agency
Geospatial One-Stop	Department of the Interior
Disaster Management	Department of Homeland Security
SAFECOM	Department of Homeland Security
Grants.gov	Department of Health and Human Services
GoLearn (Formerly eTraining)	Office of Personnel Management
Recruitment One-Stop	Office of Personnel Management
Enterprise HR Integration	Office of Personnel Management
e-Clearance	Office of Personnel Management
e-Payroll	Office of Personnel Management
e-Travel	General Services Administration
Integrated Acquisition Environment	General Services Administration
e-Records Management	National Archives and Records Administration
e-Authentication	General Services Administration

Exhibit 1- DOE eGov Initiatives

Further enhancements focusing on cross-agency Lines of Business initiatives are described in Chapter IV. Descriptions of the initiatives in which the Department is

currently involved are outlined below based upon their focus: Government-to-Citizen (G2C) service, Government-to-Business (G2B), Government-to-Government (G2G) and Internal Efficiency and Effectiveness.

Government to Citizen (G2C)

GovBenefits.gov

PMA Initiative	PMA Lead Agency	MOU	DOE FY05 Funding	DOE Lead Office
GovBenefits.gov	Department of Labor	√	$161,282	Chief Information Officer Office of Energy Efficiency & Renewable Energy

This initiative provides citizens with access to information on all government benefit programs and services through a common Internet website. The website (www.govbenefits.gov) guides citizens to a list of benefits they may be eligible to receive. GovBenefits.gov provides program descriptions and contact information for each benefit program. A primary goal of this initiative is to reduce the amount of time individuals must spend trying to identify and access relevant information about government benefit programs. The long-term vision for the site is to enable individuals to actually apply for benefits online through a streamlined application process. DOE also has a representative on the Change Control Board.

DOE Progress:

DOE is a partner of the GovBenefits program, providing funds and personnel in the implementation of the initiative. DOE has actively participated in the development of XML standards for benefit data by providing a subject matter expert to the GovBenefits Standard Interoperability Workgroup. DOE has reviewed and provided comments to the GovBenefits Program Managers Office (PMO) on the XML schema document developed as a result of this effort to revise and standardize benefit data.

- Currently, the DOE Weatherization Program, which is administered by the Office of Energy Efficiency and Renewable Energy (EE), is part of the benefit programs posted on the GovBenefits website. The Weatherization Program was part of the initial programs that were available at the launch of the GovBenefits.gov site on April 29, 2002.

- The DOE e-Government program office (IM-50) is working with departmental components to identify other benefit programs that will be suitable candidates for

inclusion on the e-Gov GovBenefits.gov website. IM-50 will complete this process by June 30, 2005.

The OCIO e-Government Program Office (IM-50) in concert with the Energy Efficiency and Renewable Energy Office, which runs the Weatherization Program and the GovBenefits PMO, provide updates to the GovBenefits website. DOE has implemented a semi-annual process for reviewing and identifying new programs for inclusion on the GovBenefits website.

Government to Business (G2B)

e-Rulemaking

PMA Initiative	PMA Lead Agency	MOU	DOE FY05 Funding	DOE Lead Office
e-Rulemaking	Environmental Protection Agency	√	$355,000	General Counsel Energy Efficiency & Renewable Energy

This initiative allows citizens to easily access and participate in the Federal rulemaking process. It improves the access to, and quality of, the rulemaking process for individuals, businesses, and other government entities while it streamlines and increases the efficiency of internal agency processes. The E-Rulemaking initiative (www.regulations.gov) is a cross-cutting initiative with a focus on the development of a Government-wide Federal Docket Management System.

DOE Progress:

DOE does not currently have an electronic docket system. DOE employees a Review and Comments (RevCom) System for directives and technical standards which can perform archival functions, but does not provide rulemaking docket support. RevCom will not be affected by the development of the new Federal Docket Management System (FDMS). A kick-off for migration to the FDMS occurred in June 2005. DOE's migration to FDMS is projected to be completed by the first quarter FY 2006.

Business Gateway

PMA Initiative	PMA Lead Agency	MOU	DOE FY05 Funding	DOE Lead Office
Business Gateway	Small Business Administration	√	$58,011	Office of Economic Impact & Diversity

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This initiative reduces the burden on businesses by making it easy to find, understand, and comply (including submitting forms) with relevant laws and regulations at all levels of government related to starting, running, growing and ending a small business. The Business Gateway Project consists of four components:

- **Business.gov portal** - This portal simplifies G2B interface with an on-line one-stop-shop for legal/regulatory guidance and other government services and information.
- **Forms Catalog** - This electronic catalog of federal forms provides the business community with easy, online access to government forms.
- **Data Harmonization** – This refers to the goal of streamlining and automating reporting processes so that data businesses provide electronically can be shared across agencies (Federal, state, and local), thereby reducing the reporting burden on businesses.
- **Compliance Assistance** - The Gateway aims to help businesses comply with laws and regulations by providing easy, online access to relevant information, guidance, and compliance assistance "tools". "Tools" refer to interactive questions designed to help businesses determine which laws and regulations apply to them, whether they are in compliance, and if they are incompliant, how to achieve compliance.

DOE Progress:

This initiative cuts across several Program and Staff Offices and DOE provides representation from the Office of Management, Budget and Evaluation (ME) and the Office of the Chief Information Officer (OCIO). DOE serves on the Governance Board, the Advisory Board and provides a representative on the Portal Content Management Working Group, the Data Harmonization Planning Group, and the Forms Catalog Working Group. The Business Gateway Portal provides links to DOE Small Business Information for Women-owned, Tribally-owned, and Disabled Veteran-owned Businesses, as well as to the DOE Small Business Mentoring Program and Historically Underutilized Businesses Zone (HUBZone) Program. Currently, there are seventy-three DOE forms in the Business Gateway Forms Catalog.

Consolidated Health Informatics

PMA Initiative	PMA Lead Agency	MOU	DOE FY05 Funding	DOE Lead Office
Consolidated Health Informatics	Department of Health and Human Services	A MOU will be signed for the Federal Health Architecture Line of Business	No funding required	Office of Environment, Safety & Health

This initiative adopts a portfolio of existing health information interoperability standards (health vocabulary and messaging) enabling all agencies in the federal health enterprise to "speak the same language" based on common enterprise-wide business and information technology architectures.

DOE Progress:

This initiative has been consolidated with the Federal Health Architecture Line of Business.

Federal Asset Sales

PMA Initiative	PMA Lead Agency	MOU	DOE FY05 Funding	DOE Lead Office
Federal Asset Sales	General Services Administration	√	No funding required	Office of Management Budget & Evaluation

This initiative supports the development and implementation of a government-wide solution for the sale of government assets (personal and real property) and the study of the utilization (excess) and donation (surplus) processes leading to recommendations for process improvement.

DOE Progress:

DOE is a partner on this initiative and the Office of Management, Budget and Evaluation is the program lead. The agreement is effective until September 30, 2005. DOE provides senior-level participation on FAS focus groups and steering committees. At this time, no funding is required of DOE, however, DOE provides system and business requirements in the development of the FAS solution. DOE also provides agency-specific laws and other legislation and/or restrictions that could impact the FAS common solution. DOE is

willing to utilize the final FAS solution and to use it as the primary or supplemental vehicle for selling and/or listing surplus assets.

Government to Government (G2G)

Geospatial One-Stop

PMA Initiative	PMA Lead Agency	MOU	DOE FY05 Funding	DOE Lead Office
Geospatial One-Stop	Department of the Interior	N/A	Fee-for-Service Agreement	Energy Information Administration

The Geospatial One-Stop portal (www.geodata.gov) makes it easier, faster, and less expensive for all levels of government and the public to access geospatial information. Geospatial One-Stop provides tools for all levels of government to work together more effectively to:

- Facilitate sharing of geospatial information.
- Improve planning for future investments in geospatial data.
- Expand collaborative partnerships that help leverage investments and reduce duplication.
- Collaborate on the development and implementation of standards that encourage sharing and use of best practices.

DOE Progress:

The DOE is primarily a geospatial data user, not a geospatial data generator. Most of the geospatial data that DOE does generate is either sensitive or classified and cannot be shared publicly. Within the last year, DOE established a complex-wide Geospatial Science Steering Committee (GSSC) under the leadership of the DOE CIO that will, among other things, determine what DOE geospatial data can be publicly shared and then develop a plan to accomplish that requirement.

Similarly, although the DOE does not now centrally manage its geospatial hardware, software, or data acquisitions, DOE is developing a strategy via the GSSC to centrally and collaboratively manage its future acquisitions of commercially-vended geospatial data sets commonly needed across the DOE complex. In time that effort will expand to include geospatial hardware and software acquisition. The elements of the DOE that deal with geospatial data already use the Geospatial One-Stop portal to avoid duplication and to collaborate where possible. In many instances the latter may not be possible because of

the non-generic nature of many of the DOE's geospatial activates and the typically more stringent precision and accuracy requirements that accompany them.

Since the advent of the Federal Geospatial Data Center (FGDC) the DOE has been:

- An active and effective contributor to the development and implementation of a wide range of geospatial standards and policies.
- A strong advocate for the use of best geospatial practices.

Disaster Management

PMA Initiative	PMA Lead Agency	MOU	DOE FY05 Funding	DOE Lead Office
Disaster Management	Department of Homeland Security	N/A	No funding required	Nation Nuclear Security Administration Environment Safety and Health

This initiative is designed to focus on providing information and services related to the four pillars of disaster management: preparedness, response, recovery, and mitigation. Later phases will incorporate delivery of integrated, cross-agency processes and services to citizens, governments, and non-government organizations with emphasis on first responder needs. The initiative supports a multitude of Federal agency missions including the Federal Emergency Management Agency's mission to reduce the loss of life and property and protect our institutions from all hazards. The partnerships established will support the Federal mission to provide the nation a comprehensive, risk-based emergency management program (www.disasterhelp.gov).

DOE Progress:

Implemented the Disaster Management Interoperability Services Software Pack 1. Upgraded to the Disaster Management Interoperability Services Software Pack 2 in order to enable DOE to create and send alerts in the Common Alert Protocol format.

SAFECOM

PMA Initiative	PMA Lead Agency	MOU	DOE FY05 Funding	DOE Lead Office
SAFECOM	Department of Homeland Security	√	$1,550,000	National Nuclear Security Administration

This initiative serves as the umbrella program within the Federal government to help local, tribal, state and Federal public safety agencies improve public safety response through more effective and efficient interoperable wireless communications. As a public safety practitioner driven program, SAFECOM (www.safecomprogram.gov) is working with existing Federal communications initiatives and key public safety stakeholders to address the need to develop better technologies and processes for the cross-jurisdictional and cross-disciplinary coordination of existing systems and future networks.

DOE Progress:

DOE is a partner on this initiative and has participation from nine DOE program offices. DOE involvement includes:

- Coordinate identified programs/projects acquisitions and activities with SAFECOM standards.
- Coordinate activities and equipment acquisitions with SAFECOM interoperability requirements.
- Comply with the common wireless requirements developed by SAFECOM.
- Coordinate and align DOE wireless activities to the SAFECOM Program.

Grants.gov

PMA Initiative	PMA Lead Agency	MOU	DOE FY05 Funding	DOE Lead Office
Grants.gov	Department of Health and Human Services	√	$452,680	Office of Management, Budget & Evaluation

Grants.gov (www.grants.gov) allows organizations to electronically "Find" and "Apply" for competitive grant opportunities from all Federal grant-making agencies. Grants.gov is the single access point storefront for over 900 grant programs offered by the 26 Federal grant-making agencies.

DOE Progress:
- DOE provided a Grants.gov ramp up schedule in January 2005. DOE has posted 32 program announcements on the Grants.gov electronic application system. DOE plans to use the Grants.gov electronic application process for its competitive and formula grants programs in FY 2006.
- DOE is still determining if it will need any DOE-specific Grants.gov application forms for its discretionary grant programs. DOE is currently using the government-wide Grants.gov forms. Grants.gov has not yet deployed the

Research and Related Total Federal and Non-Federal Budget form.   When this form is deployed, DOE will be able to post electronic applications for programs that require cost sharing. The DOE Office of Energy Efficiency and Renewal Energy has developed 3 new application forms for its formula grant programs. These forms are at OMB for approval. The data analysis for these forms will be submitted to the Grants.gov PMO as soon as the forms are approved.
- Currently, DOE posts all competitive grant notices on the Grants.gov site.
- DOE is committed to using the Grants.gov forms already developed and those in-process on its competitive grant program.

Internal Efficiency and Effectiveness (IEE)

GoLearn

PMA Initiative	PMA Lead Agency	MOU	DOE FY05 Funding	DOE Lead Office
GoLearn	Office of Personnel Management	√	$2,249,000	Office of Management, Budget & Evaluation

This initiative creates a premier e-training environment that supports the development of the Federal workforce through simplified one-stop access to high quality e-training products, services and advances the accomplishment of agency missions through www.golearn.gov. This initiative provides the following benefits:

- Reduces redundancies and achieves economies of scale in the purchase of learning technology software and course content.
- Leverages components of existing systems.
- Offers user-friendly, one-stop access to a robust and high-quality electronic training environment of content and educational support tools.
- Encourages effective and efficient e-Learning investment as part of a Government-wide commitment to strategic, systematic, and continuous development of Federal human capital.

DOE Progress:

DOE will transition to the GoLearn Learning Management System in June, 2005. Progress includes the following items:

- Implemented e-Training training management with GoLearn via a signed Inter-Agency Agreement.

- Completed a needs assessment that resulted in the development of detailed enterprise e-training requirements.
- Conducted a formal selection evaluation of OPM e-training service providers and made a selection that most closely matches DOE's Human Capital Strategic Initiatives.
- Held a kick-off meeting for the GoLearn initiative on April 19, 2005. The support contractor for the initiative, Plateau Systems was introduced at the kick-off meeting.
- Implemented a migration strategy on March 19, 2005 and will be completed on June 30, 2005.
- Obtaining all licenses and courseware through the Federal common solution.
- Decommission Meridian Knowledge Center by September 30, 2005.

Recruitment One-Stop

PMA Initiative	PMA Lead Agency	MOU	DOE FY05 Funding	DOE Lead Office
Recruitment One-Stop	Office of Personnel Management	√	No funding required	Office of Management, Budget & Personnel

This initiative outsources delivery of the USAJOBS Federal Employment Information System to deliver state-of-art on-line recruitment services to job seekers. The website www.usajobs.opm.gov) facilitates intuitive job searches, preparation and on-line resume submission, applicant data mining, and on-line feedback on status and eligibility.

DOE Progress:

Since November 2001, there has been an interface between QuickHire (DOE Jobs ONLINE) and USAJobs. The DOE will move to the government-wide system when OPM has the capability to provide the required services. At that time the Department will achieve full integration of Recruitment One Stop. The anticipated implementation date is January 2006.

The Enterprise Human Resources Integration Initiative (EHRI)

PMA Initiative	PMA Lead Agency	MOU	DOE FY05 Funding	DOE Lead Office
Enterprise Human Resources Integration Initiative	Office of Personnel Management	√	No funding required	Office of Management, Budget & Evaluation

This initiative is focused on improving Federal Human Capital Management by enabling the Federal Government to practice world class management of human capital through the electronic access, analysis, storage and exchange of human resources information on a government-wide basis.

DOE Progress:

- With the possible exception of e-Official Personnel Folder (e-OPF) processes for DOE HQ employees, DOE will probably not be able to affect/procure any EHRI services until FY2007.
- DOE is pursuing a proposal from OPM to make electronic versions of HQ OPFs.
- DOE staff continues to fully participate in Human Resources Line of Business (HRLOB) initiatives and has provided membership to the Shared Service Center Technical Board, Shared Service Advisory Board, the Multi-Agency Executive Steering Committee (represented by the Chief Human Capital Officer).
- DOE is participating in Data Requirements workgroups to develop a framework for the implementation of this initiative.
- The Enterprise Human Resources Integration (EHRI) services will be procured in late FY 2007.
- Selection of an HR Shared Service Provider no later than FY 2009 and DOE will complete the migration to the shared services by FY 2011. It is the intent of the Department to shut down all duplicative systems as soon as full migration is achieved.

e-Clearance

PMA Initiative	PMA Lead Agency	MOU	DOE FY05 Funding	DOE Lead Office
e-Clearance	Office of Personnel Management	√	No funding required	Office of Security & Safety Performance Assurance

This initiative streamlines the investigative process for an employee's security clearance. With the Electronic Questionnaires for Investigations Processing (e-QIP), the application, delivery and processing of the Standard Form 86 security clearance application moves from a paper-based process to an automated, secure, and on-line electronic format.

Module 1, eQIP, eliminates the need to re-enter information that has not changed since a person's last security clearance. eQIP is complete.

Module 2 of the e-Clearance initiative is the ongoing development and implementation of a cross-agency Clearance Verification System (CVS). This initiative captures the concept of providing access for all authorized agency users to the personnel security investigation and clearance records of the government.

Module 3 will make images of investigative records held by the investigative agencies and provide them electronically to all authorized Federal users. e-Clearance will facilitate the exchange of previous investigative results thereby maximizing cost avoidance by eliminating redundancy.

DOE Progress:

DOE is a partner on this initiative. DOE and OPM are collaborating to develop an interface between e-QIP and DOE's existing eGovernment DOE Integrated Security Systems (eDISS+). This work is currently in the planning stages. Once the work begins, completion is anticipated within nine to twelve months. Work is ongoing to provide an interface into the eDISS+ project, which is an Innovative Department of Energy E-Government Applications (IDEA) initiative. The e-DISS+ program is to streamline the security investigation process and is synonymous with the e-Clearance concept. The Office of Security and Safety Performance Assurance has the program lead.

- Currently, DOE clearance information is submitted electronically to OPM via their portal.
- Because DOE does not have investigative authority, we must rely on OPM and the FBI for this activity. Once this initiative is completed by the lead agency (OPM), DOE will begin receiving imaged investigative records.

e-Travel System (e-TS)

PMA Initiative	PMA Lead Agency	MOU	DOE FY05 Funding	DOE Lead Office
e-Travel	General Services Administration	√	$258,980	Office of Management, Budget & Evaluation

This initiative provides a government-wide, web-based service (egov.gsa.gov) that applies world-class travel management practices to consolidate Federal travel, minimize cost, and produce superior customer satisfaction. From travel planning and authorization to reimbursement, e-TS will leverage administrative, financial, and information technology best practices to realize significant cost savings and improve employee productivity.

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DOE Progress:

Implementation and participation involve:

- June 2006 – Complete migration to new eTravel System.
- Summer 2006 – DOE will reevaluate performance and decide whether or not to continue the TSS contracts or migrate to the agent services option provided under the ETS contract. The present TSS ADTRAV contract period ends December 31, 2006.
- Not later than September 30, 2006 – Shutdown existing Geico Travel Manager as required by the Federal Travel Regulations (FTRs) for completing migration unless an exemption/waiver has been granted. DOE does not anticipate requesting a waiver.
- Present and ongoing – DOE has already consolidated travel databases (October 2004) and will shut down servers as we achieve the various phrases of the migration plan.
  - Integration with the existing service providers has begun and will continue in phases.
  - Consolidate under the new TSS contract has begun and is designed to provide seamless integration with the other GSA Master contract known as e-TS. Originally, DOE had 16 TMC service providers under the old TMC GSA Master contract.

Integrated Acquisition Environment

PMA Initiative	PMA Lead Agency	MOU	DOE FY05 Funding	DOE Lead Office
Integrated Acquisition Environment	General Services Administration	√	$3,133,476	Office of Management, Budget & Evaluation

This initiative supports a common, secure business environment that facilitates cost-effective acquisition of goods and services by agencies and interoperates with multiple e-Government initiatives while eliminating inefficiencies in the current acquisition environment.

DOE Progress:

DOE actively supports the development and deployment of the Integrated Acquisition Environment in the following business areas:

- Business Partner Network – Deploy a single point of registration and validation of supplier data accessed by all agencies. DOE Involvement:
  - DOE established connectivity to the Central Contractor Registration and modified its contracts to mandate that its contractors are registered as required by the recently-revised Federal Acquisition Regulation. Also, information in the Central Contractor Registration is being used as the single authoritative source of information for reporting contracting actions to the Federal Procurement Data System - Next Generation. DOE has taken steps to become registered in the Federal Agency Registration and to use the CCR as the source of the Electronic Funds Transfer (EFT) data when making payments.
- Intra-Governmental Transactions (IGTE) – Transform intra-governmental ordering and billing, reduce payment and collection problems, and enable swift and accurate revenue and expense elimination processes for preparing consolidated financial statements. DOE Involvement:
  - In April 2004 this project was suspended. DOE will develop processes for implementation when, and if, the project is resumed.
- eMarketplace – Create an online directory of Government-wide Acquisition Contracts and multi-agency contracts to simplify selection and facilitate leverage of government buying. DOE Involvement:
  - DOE supports the Interagency Contracts Directory initiative through the identification and posting of information to the government-wide website.
  - DOE continues to support the Federal business opportunities with 100% of its acquisition business opportunity announcements being posted via a machine-to-machine interface.
- Acquisition Information Reporting – Implement a central point for consolidated collection and access of statistical and management information related to government acquisitions. DOE Involvement:
  - July 2005 - Subject to deployment of the Electronic Subcontract Reporting System eSRS. At that time, DOE's Subcontract Reporting System (SRS) will be decommissioned. The Department will have processes and guidance in place requiring the use of eSRS when it is implemented.
  - October 2005 - Implement Federal Technical Data Solution (FedTeDs). Guidance will be provided on how to use FedTeDS at the time of implementation.
  - October 2004 - The Federal Procurement Data System-Next Generation (FPDS-NG) implementation. The Procurement and Assistance Data System (PADS) has been modified to no longer collect acquisition-related data. However, PADS is still used to collect financial assistance, i.e., grant, award data and has not been completely decommissioned as a result. Procedural guidance is in place addressing the timely submission of data directly to the FPDS-NG.

E-Records Management

PMA Initiative	PMA Lead Agency	MOU	DOE FY05 Funding	DOE Lead Office
E-Records Management	National Archives and Records Administration	√	No funding required – provided in-kind personnel contribution	Chief Information Officer

Provides policy guidance to help agencies better manage their electronic records, so that records information can be effectively used to support timely and effective decision making, enhance service delivery, and ensure accountability.

Four major areas include:
- Enterprise-wide electronic records management (ERM).
- E-Content Management System.
- Electronic information management standards.
- Transferring permanent records to the National Archives and Records Administration.

DOE Progress:

- **Enterprise-wide electronic records management (ERM)**
  - o DOE provided a representative to the Record Management Service Component Development Group (RMSC Group) to develop the service components of an Electronic Records Management (ERM) System.
  - o RMSC Group provided its final report on March 31, 2005.
- **E-Content Management System**
  - o DOE is currently in the first phase of developing an Enterprise Content Management System (eCMS). During FY 2005, a content management taxonomy was developed and is currently under review. For more information about the DOE eCMS, please see page 33 of this document.
- **Electronic information management standards**
  - o The DOD Design Criteria Standard was adapted by DOE standard (DOE-STD-4001-2000, dated March 2000) which is in the process of being updated.
- **Transferring permanent records to the NARA**
  - o Transfer guidance was issued to the Departmental Records Management points of contact and will be included (in detail) in the DOE Records Management Manual, currently being developed for publication.

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- **ERM Investments**
    - Procedures for incorporating Records Management requirements into the Capital Planning Investment Control (CPIC) process were established, as well as a checklist for Records Managers to use to ensure all aspects of RM are addressed. Guidance has been provided to Records Managers and the IT Council was briefed on April 21, 2005. CPIC/RM requirements will be included when the Records Management Directive is published.

Cross-Cutting Initiative

E-Authentication

PMA Initiative	PMA Lead Agency	MOU	DOE FY05 Funding	DOE Lead Office
E-Authentication	General Services Administration	√	$393,000	Chief Information Officer

This initiative involves building an e-Authentication Federation whereby government agencies can rely on credentials issued and managed by organizations within and outside the Federal Government.

DOE Progress:

- To meet the FY 2006 OMB passback language, DOE identified two public facing systems to implement e-Authentication in FY 2005 and FY 2006:
    - Vendor Inquiry Payment Electronic Reporting System (FY2005)
    - Industry Interactive Procurement System (FY2006)
- Provide cross-agency participation which includes the Project Manager, application owner(s), integrators, and technical leads and participates in kickoff meetings with the e-Authentication PMO.
- Work with the e-Authentication PMO to prepare the project plan for implementation of e-Authentication applications that are operational and in production. Implement the project plan.
- Process acceptable credentials from trusted Credential Service Providers as they become available according to e-Authentication's policies and procedures.

IV. The Department's Support to the Federal Government Lines of Business

The Federal government has core business functions (lines of business) in each agency that provide the business infrastructure support to carry out their programmatic missions. Although these core business functions have many similarities, each agency has independently developed and implemented corporate systems to support these requirements.

Building upon the efforts of the Federal Enterprise Architecture Program in FY 2004 to support the President's Management Agenda for E-Government, on March 23, 2005, the Office of Management and Budget (OMB) announced the Line of Business (LoB) Initiative.   The initiative seeks to develop business-driven, common solutions for six LoBs that span across the Federal government. Interagency teams were established to examine business and information technology data and best practices for each LoB. The six LoBs with the lead agencies OMB identified are in Exhibit 2:

LINES OF BUSINESS	AGENCY TEAM LEAD
Financial Management	Department of Energy Department of Labor
Human Resources Management	Office of Personnel Management
Grants Management	Department of Education National Science Foundation
Federal Health Architecture	Health & Human Services
Case Management	Department of Justice
Information System Security	Department of Homeland Security National Security Agency General Services Administration

Exhibit 2- DOE Lines of Business and Agency Team Leads

Driven from a business perspective rather than a technology focus, the solutions will address distinct business improvements to enhance government's performance and services for citizens. The end result of the LoB efforts will be to save taxpayer dollars, reduce administrative burden, and significantly improve service delivery.

DOE is leading or participating in a number of cross-cutting e-Government efforts that have significant impact on the way the Government does business. DOE, in partnership

with the Department of Labor, is a managing partner for the Financial Management line of business, and a participant in the other five LoBs.

Financial Management Line of Business

PMA Initiative	PMA Lead Agencies	MOU	DOE FY05 Funding	DOE Lead Office
Financial Management Line of Business	Department of Energy Department of Labor	√	$83,333	Chief Information Officer

The Financial Management Line of Business (FM LoB) is a Federal Government -wide e-Government initiative charged with the implementation of a business-driven, common solution developed through architectural processes. OMB formed the FM LoB task force to guide the financial management consolidation effort.

In an effort to fulfill the President's Management Agenda to expand e-Government, the DOE and the DOL, managing partners of the FM LoB are continuing its efforts to provide streamlined financial management services across the Federal Government. Through the FM LoB, partner agencies will use enterprise architecture (EA) based principles and best practices, proven through the e-Gov initiatives and Federal Enterprise Architecture (FEA), to implement financial management Centers of Excellence (COEs) and standardize core financial business processes and data elements across the Federal Government. The consolidation of each agency's financial systems into centralized COEs will decrease system redundancy while driving cost savings through full time equivalents (FTE) re-deployment, system development and operation cost reductions, and process standardization. The end result of the FM LoB efforts will be to save taxpayer dollars, reduce administrative burdens, and significantly improve financial management services across the government. More significantly, the FM LoB efforts will result in improved financial management practices that leverage time saving industry best practices and streamline core financial business processes in a way that allows Federal Agencies to collaboratively work smarter and more efficiently.

DOE Progress:

To date the managing partners and participants have:

- Developed target enterprise architecture that includes target business processes for six core financial sub-functions aligned to the FEA.
  - Target concept of operations; and
  - A target transition approach.
- Submitted consolidated OMB Exhibit 300 for the financial management line of business.

- o Identified migration timeline of 2006-2012.
- Evaluated agency business cases using a due diligence checklist designed to assess potential service providers' abilities in terms of past performance, current capabilities and the ability to operate a customer-focused organization.
- Identified the following four agencies as tentative government COEs based on due diligence analysis and the FY 2005 FM LoB business cases submitted in September, 2004:
  - o General Services Administration
  - o Department of Interior's National Business Center
  - o Department of Transportation
  - o Department of Treasury's Bureau of Public Debt
- Developed and distributed a Memorandum of Understanding to the CFO Act agencies and DHS that outlines their commitment and individual contribution to the FM LoB.
- 22 of 24 agencies signed the MOU's and provided funding and FTE's.
- DOE plans to select a FM LoB COE not later than 2007.
- DOE will migrate financial systems not later than 2009.
- DOE will migrate duplicative systems that are not essential to supporting the Department's mission.

Human Resources Management Line of Business

PMA Initiative	PMA Lead Agency	MOU	DOE FY05 Funding	DOE Lead Office
Human Resources Line of Business	Office of Personnel Management	√	$45,455	Office of Management, Budget & Evaluation

This initiative is a Government-wide, modern, cost effective, standardized, and interoperable Human Resource (HR) solutions providing common core functionality to support the strategic management of human capital.

DOE Progress:

- DOE staff provided membership to the Shared Service Center Technical Board, Shared Service Advisory Board, the Multi-Agency Executive Steering Committee (represented by the Chief Human Capital Officer), and is participating on several Data Requirements workgroups to develop a framework for the implementation of this initiative.
- It is anticipated that DOE will complete competition and selection of an HR Shared Service Provider no later than FY 2009.

- DOE will complete the migration to an HR Shared Services Provider by FY 2011.
- DOE will migrate duplicative human resources systems that are not essential to supporting the Department's mission.

Grants Management Line of Business

PMA Initiative	PMA Lead Agencies	MOU	DOE FY05 Funding	DOE Lead Office
Grants Management Line of Business	Department of Education National Science Foundation	√	$16,625	Office of Management, Budget & Evaluation

This is a government-wide solution to support end-to-end grants management activities that promote citizen access, customer service, and agency financial and technical stewardship.

- Improve customer access and efficiency of submission process.
- Improve decision making.
- Integrate with financial management processes.
- Improve efficiency of reporting procedures in order to increase usable information content.
- Optimize post-award and closeout actions.

DOE Progress:

DOE program staff were active participants in the formulation of a government-wide strategy which selected a consortium approach for the delivery and management of grants line of business.

Federal Health Architecture Line of Business

PMA Initiative	PMA Lead Agency	MOU	DOE FY05 Funding	DOE Lead Office
Federal Health Architecture Line of Business	Department of Health and Human Services	√		Office Environment & Safety and Health,

This initiative involves improving access to health related information and services for all citizens.
- Improved coordination and collaboration on national health IT solutions.

E·GOV

- Improved efficiency, standardization, reliability, and availability of comprehensive health information solutions.

DOE Progress:

- Participated in working groups.

Consolidated Health Informatics has been subsumed into this Line of Business

Information System Security (ISS) Line of Business

PMA Initiative	PMA Lead Agencies	MOU	DOE FY05 Funding	DOE Lead Office
Information System Security	Department of Homeland Security National Security Agency General Services Administration	No MOU required in FY 2005.	No funding required.	Associate CIO for Cyber Security

The Information System Security (ISS) program enables agencies' mission objectives through a comprehensive and consistently implemented set of risk-based, cost-effective controls and measures that adequately protect information contained in Federal Government information systems.

The goals of the ISS are to:

- Identify problems and propose solutions to strengthen the ability of all agencies to identify and manage information security risks.
- Provide improved, consistent, and measurable information security processes and controls across government.
- Achieve savings or cost-avoidance through reduced duplication and economies of scale.

The objective of this initiative is to identify problems and propose solutions to strengthen the ability of all agencies to:

- Conduct training, specialized training and knowledge sharing.
- Maintain threat awareness and incident response capability.
- Manage information systems security programs.
- Incorporate security into the system lifecycle.
- Select, evaluate, and implement security products.
- Defend against threats.
- Correct vulnerabilities.
- Manage resulting risks.

- Reduce costs.

DOE Progress:

- Established a Departmental ISS project office in April 2005.
- Participate in the initial phases for building the business profile to articulate the purpose and defining functional requirements for information security.
- Define the target service components within the context of the Federal Enterprise Architecture.
- Participate in building the implementation /sequencing plan.

Case Management System

PMA Initiative	PMA Lead Agency	MOU	DOE FY05 Funding	DOE Lead Office
Case Management System	Department of Justice	√	$500,000	Office of Management, Budget & Evaluation

The Department of Justice (DOJ) manages the majority of litigated cases for the federal government and contains the largest federal investigation agencies. As such, DOJ leads the Case Management Common Solutions Program.

Within the Case Management initiative, two projects operate in parallel, covering investigation and litigation. The investigative case management project will result in a case management system suitable for investigative and enforcement activities in the law enforcement arena. The Litigation Case Management System (LCMS) project focuses on implementing common solutions within the litigating community in its effective capacity as the law firm for the federal government.

PMO Accomplishments and Activities:

PMO Accomplishments (2005):

- LCMS launched a publicly accessible web site that tracks key dates and milestones, and provides selected project documents that may be informative and useful for other agencies. Direct link: http://cmlob.core.gov.
- LCMS kicked-off requirements analysis focused on high-level requirements appropriate for performance-based acquisition.
- A request for information (RFI) was posted on the Federal Business Opportunities (FedBizOpps) web site. Responses were due to the LCMS PMO by Friday, April

22. The RFI also is posted to the cmlob.core.gov site. Direct link: https://cmlob.core.gov/servlets/ProjectDocumentList?folderID=505

- Currently, four of six target architecture deliverables are approved by the Task Force and are posted on the web site. Direct link to LCMS Target Architecture Documents: https://cmlob.core.gov/servlets/ProjectDocumentList?folderID=448&expandFolder=448&folderID=401

PMO Planned Activities:

The LCMS PMO is in the process of completing the target architecture, which defines DOJ's long-term litigation case management vision, and serves as the high-level blueprint for LCMS and subsequent litigation case management investments.

- The project team responsible for defining the system requirements will meet with the major litigating components. As the largest litigating component, requirements for the Executive Office of U.S. Attorneys were evaluated first and are nearing completion. Next, the project team will meet with the Civil division, followed by the other five major litigating divisions.
- The LCMS Request for Proposal (RFP) will be released during 4Q FY 2005.

DOE Progress:

Participated in interagency work groups to define litigation system requirements

V. The Department's e-Government Activities

In a continual effort to become more effective and efficient, the Department has integrated the Innovative Department of Energy e-Government Applications (IDEA) project with the Department's Enterprise Architecture (EA) effort. The EA program will institutionalize semi-annual strategic portfolio reviews to ensure that the Department's information technology investments are in line with its strategic goals and missions. The original IDEA project focused on the following activities:

- Elimination of information technology redundancies.
- Provision of cost savings through streamlined information technology activities.
- Change management associated with organizational realignments to maximize information technology efficiencies.

As a result of the IDEA project, DOE originally identified nineteen initiatives for review and application, if appropriate. Two of the initiatives were previously completed. The remaining seventeen initiatives are identified in Exhibit 3. A description of each of the active, on-going initiatives follows.

Department of Energy - e-Gov Initiatives

Initiative	Status
Government to Citizen (G2C)	
Streamlined Freedom Of Information Act (FOIA) Processing (Merged with Enterprise Content Management System)	Consolidated into the Enterprise Content Management System (eCMS)
Streamlined Departmental Grants Processing	Completed
Energy Employees Occupational Illness Compensation	Transferred to DOL
Government to Business (G2B)	
e-R&D Portfolio Management, Tracking and Reporting	On-going
e-Assessment of FOCI Companies	On-going
Intellectual Property Portfolio Online	Completed
Government to Government (G2G)	
e-Signatures	Merged w/ e-Authentication
Nuclear Materials Accountability	On-going
Office of Counterintelligence Automated Investigation Management System (CI-AIMS) (formerly known as CN Case Management)	Classified Program – no additional information provided in this report
e-Gov Department Integrated Security System	On-going
Internal Efficiency and Effectiveness	
I-MANAGE: STARS	On-going
I-MANAGE: Budget System	On-hold
I-MANAGE: Enterprise Human Resources	On-going
I-MANAGE: Enterprise Content Management System (eCMS) (Formerly Integrated Document Management System)	On-going
I-MANAGE: e-Procurement	On-hold
I-MANAGE: Data Warehouse	On-going
EXCITE (Extended Common Integrated Technology Environment)	On-going

Exhibit 3 - DOE Initiatives

Government to Citizen (G2C)

Energy Employees Occupational Illness Compensation Initiative (formerly known as E-Med Claims)

This initiative transforms the Department's ability to support worker claims (e.g., Federal, contractor, or beneficiary) pursuant to the Energy Employees Occupational Illness and Compensation Program Act of 2000 (Public Law 106-398).

DOE Progress:

DOE was in the process of placing the Energy Employees Occupation Illness Compensation Program (Part E) on the GovBenefits.gov website, but Congress canceled the program at DOE and transferred it to the Department of Labor. The program is directed by the Defense Authorization Bill and is described in the following paragraph.

2004 Energy Employees Occupational Illness Compensation Program Act (EEOICPA) Amendments

The FY 2005 Defense Authorization Bill (Public Law 108-375) contains several major amendments to EEOICPA. Mainly, the bill abolished Part D of EEOICPA, administered by the Department of Energy (DOE) and created a new Part E of EEOICPA, to be administered by DOL, providing federal payments instead of state workers' compensation assistance. The business case for the information technology investment will be updated to reflect the status of the investment including the retiring of the system from operations.

Government to Business (G2B)

Electronic-Research and Development (e-R&D) Portfolio Management, Tracking and Reporting

This initiative supports the research and development (R&D) management function of mission organizations through a unified electronic system for reviewing, tracking, managing, and reporting the Department's research and development activities from project inception to closeout. This system provides for seamless information sharing across corporate systems, expedient transmittal of work authorizations and related guidance, and an interface with other E-Government initiatives.

DOE Progress:

The first production release for electronic receipt and review of national laboratory proposals began in March 2005. User-requested changes will be included in the second production release, scheduled for the end of the calendar year.

e-Assessment of Foreign Owned, Controlled or Influenced (FOCI) Companies

The existing process is highly paper intensive. This process consists of a large initial submission package, annual re-certification, significant change forms, and a full review submission every five years for each active contractor. The initiative automates the existing paper process for determination and identification of FOCI companies.

A web-based computer system will be developed in three phases to transform this inefficient paper-based process. The first phase is the FOCI website for contractor registration. The second phase is the FOCI Processing Site, an internal DOE intranet. The third phase is the Analytical Tools Module which will provide DOE with the capability to analyze the FOCI automatically-stored data.

DOE Progress:

- Phase I (e-FOCI Electronic Submission Site) for contractor registration is complete and operational.
- Development efforts on Phase II (e-FOCI Electronic Processing Site) is on schedule and initial modules have been completed. User based modifications are underway in Fiscal Year 2005. Modules of Phase II are currently operational and field components and contractors are transitioning to the electronic system.
- The design and programming of Phase III (Analytical Tools Module), which will provide DOE with the capability to analyze FOCI automatically stored data, began in the fourth quarter of Fiscal Year 2004 and is continuing in Fiscal Year 2005.
- The e-FOCI system is certified and accredited and has achieved full compliance with the DOE OCIO 2QFY2005 Cyber Security Requirements, to include full implementation and testing of disaster recovery plans and the remote site contingency system.

Government to Government (G2G)

Nuclear Materials Accountability (NMA)

The NMA e-Government initiative is an organizational project to facilitate the management of DOE and NNSA nuclear materials through enterprise-level information

analysis, demonstrating regulatory compliance and enhancing the consistency, timeliness and availability of nuclear materials information at the corporate level.

DOE Progress:

Through the course of the data gathering phase, which included site visits, interviews, and careful review of IG reports, the team has identified 10 opportunities for improvement. Additionally, the team has developed a suite of options that range from incremental, foundational, process improvements to large scale IT transformation initiatives. The team is evaluating the cost-benefits of each suite of options relative to the impact on the identified opportunities and benefit to the long-term strategy of DOE and NNSA.

e-Gov DOE Integrated Security System (eDISS+) Integrated with e-QIP

The purpose of the e-DISS program is to streamline the security investigation process with the e-Clearance concept. Work is on-going to integrate or interface the e-DISS project with the e-Clearance PMA initiative. (See page 14).

eDISS+ supports the electronic receipt, processing, sharing, and archiving of personnel-security, clearance-related data, as well as, an electronic signature capability within DOE and other E-Government partners. Through automating the Questionnaire for National Security Positions (Standard Form 86), eDISS+ has eliminated the paper intensive and time consuming process for requesting a government security clearance. eDISS+ will also integrate personnel security data and clearance information with Department human resource and access control systems.

DOE Progress:

DOE completed deployment of the Regional Personnel Security Database at nine of its eleven sites. The development of the Web-based Applicant User Interface module is 100% complete. Work on the centralization of the Regional Personnel Security Database II servers and reengineering of the Personnel Security Interface and Central Personnel Clearance Index applications are in the planning stages. Work is also ongoing to integrate eDISS+ with the E-Government initiative on e-Clearance.

Internal Efficiency and Effectiveness

I-MANAGE Standard Accounting and Reporting System (STARS)

DOE's I-MANAGE Standard Accounting and Reporting System (STARS) offers the Department a modern, comprehensive and responsive financial management system that

electronically integrates financial accounting, financial reporting, cost accounting, and performance measurement. This system provides critical strategic support for the DOE mission as the solution for financial, operational and reporting requirements to enhance accountability and improve decision making. The financial management software will be integrated with other major corporate business systems including procurement and human resources. This system offers state-of-the-art technologies for high performance online transaction processing and high-volume, automated batch processing.

Benefits to be achieved through implementation of STARS include:

- Elimination of non-integrated, redundant Program Office financial legacy systems
- Reduction of time required for month-end and quarterly processing of financial information.
- Replacement of the centralized Departmental legacy reporting system and the legacy accounting system maintained and operated at three sites with a single, centrally managed repository for the core financial systems.
- Standardization of business processes throughout the Department.

DOE Progress:

- Achieved Cyber Security Certification and Accreditation (C&A) with full authority to operate; completion of two rounds of Integration Testing in January and February 2005; and, completion of multiple conversion tests.
- On March 28, 2005, the STARS Project leadership reviewed the critical success factors for STARS "Go Live" with the Department's Chief Financial Officer (CFO) and Chief Information Officer (CIO).
- The CFO and CIO approved the plan to begin STARS deployment. Transition from the Department's legacy financial systems to STARS took place during the week of April 25, 2005.
- Migration to the Financial Management Line of Business is scheduled for FY 2009.

I-MANAGE: Enterprise Human Resources

The Enterprise Human Resources (EHR) initiative encompasses the systems that support human resource information processing for the DOE Federal employees and includes the Corporate Human Resource Information System (CHRIS).

CHRIS has multiple integrated components such as:

- A web-based PeopleSoft Human Resource Management System (an Enterprise Resource Planning (ERP) application).

- An Employee Self-Service (ESS) information portal.
- Automated recruitment support for DOE Jobs ON-LINE (QuickHire), which uses the Recruitment One-Stop (ROS) PMA initiative as a front end.

Training and human resource management workflow functionality built into the EHR system, combined with the Employee Self-Service (ESS) information portal, also support the Department's efforts to improve internal operations and efficiencies.

The system enables employees, approvers and processors to route actions electronically, initiate transactions, and enter or edit data in the records faster. Additionally, the systems provide tangible benefits such as improved data integrity and a higher level of service to end users.

DOE Progress:

FY 2005 Goals:

- 60 concurrent users on the system.
- 55% of enabled transaction using workflow.
- 86% of transactions using ESS.
- 98% availability during prime working hours.

Integration efforts include:

- Go Learn – ongoing.
- Recruitment One-Stop – ongoing increased integration.
- Enterprise Human Resources Integration (non-transactional data repository of standardized core human resources data) – integration scheduled for FY 2007.
- Core human resource management functions are planned to migrate to the Human Resource Line of Business in late FY 2009.

eXCITE (Extended Common Integrated Technology Environment)

DOE continues to migrate users to the Extended Common Integrated Technology Environment, or eXCITE. eXCITE Phase One consolidates and standardizes the information technology common operating environment across DOE Program and Staff Offices.

Under the eXCITE initiative, Headquarters users continue to be converted to the latest available desktop workstation hardware, Microsoft Operating System software, Microsoft Office Software Suite, and a single integrated electronic messaging and network platform. Further, secure remote access has been more widely implemented in a

collaborative effort with the OCIO Applications Hosting Environment (AHE). Within the AHE, the CITRIX Workplace Environment allows eXCITE users to remotely access their files and email, providing them with a secure FIPS compliant virtual workplace experience.

DOE Progress:

To date over 3,500 users have been migrated to eXCITE at Headquarters.

Enterprise Content Management System (eCMS) (formerly Integrated Document Management System)

eCMS will be a Department-wide, integrated document and records management system that covers the full life-cycle of documents. The scope of this project includes the traditional text documents created by office software applications (such as Word Processors, Spreadsheets and Presentations), executive correspondence, electronic information applications, and the non-text records such as engineering drawings, photographs and web pages. Ultimately, DOE Headquarters Program and Staff Offices and DOE Federal Field and Operations Offices will all use this system.

It is anticipated that this system will also have options for including major DOE Contractor-operated facilities. DOE will closely coordinate the information technology that supports eCMS with other technology infrastructure efforts that support the super portal and knowledge management initiatives at DOE.

eCMS is composed of three components:
- Integrated Document Management System (IDMS): IDMS will be a Department-wide integrated document management system. As part of IDMS, DOE is developing a content management taxonomy. The content management taxonomy will facilitate the search and retrieval of information and is integral to document and record management system integration.
- Knowledge Management: Using the Department's super portal, on-line knowledge communities are created. Approximately 1,000 communities have been created across the Department.
- eDOCS: eDOCS is an electronic system for executive correspondence control and FOIA management. eDOCS is a Documentum based solution that will replace PCDOCS. The Streamlined FOIA initiative has been incorporated into eDOCS.

DOE Progress:

- Integrated Document Management System (IDMS)
  - Continued implementation efforts

- o Developed a draft content management taxonomy
- Knowledge Management
  - o Continued efforts to build on-line communities using the super portal
- eDOCS
  - o eDOCS is scheduled to be operational in FY 2005 4th Quarter

I-MANAGE: Data Warehouse (IDW)

This project is a critical component of the Department's e-Government efforts. DOE will use this project to consolidate and streamline Department-wide efforts to integrate financial, budgetary, procurement, personnel, program and performance information. This unified system will be supported at the core by a central data warehouse that links common data elements from each of the Department's business systems. Each manager will use the central data warehouse as a "knowledge bank" of information about portfolios, programs or projects including budget execution, accumulated costs, performance achieved, and critical milestones met. The system will provide user alerts based on business rules defined specifically for each program office and directed to the appropriate executive or manager for action.

This data-centric approach to managing and integrating data will allow the Department to rapidly respond to new and changing demands for information. The IDW will manage, protect, and share corporate data in a timely, efficient, and appropriate manner throughout the Department. As such, the IDW will continue to evolve integrating both existing DOE enterprise systems as well as new DOE systems in order to develop business solutions that meet DOE's needs.

DOE Progress:

The IDW was deployed in January 2005 to an initial group of 125 users and was expanded in May 2005 to over 500 users. IDW initial capabilities include a standard browser based portal interface, accounting data structure and hierarchy reports, Standard Accounting and Reporting System (STARS) general ledger and reconciliation reports, legacy financial reports, thresholds and alerts, status of obligational authority reports, sample management reports, an introduction to dashboards, and a performance mapping tool that will enable program offices to integrate annual performance targets with costs from STARS.

FY 2005 Goals:

- Senior management will have availability to the IDW in order to facilitate business decisions and via the enhanced dashboard capabilities of the portal.

- 600 end users will have access to Standard General Ledger and Purchasing Data Marts.
- Reduce query response time from 2 work days to 2 hours.
- Reduce customers requiring support by 25%.
- Enhance the Dashboard capabilities of IDW's Portal.

VI. Overview of the Department's Additional e-Government Activity

The Department of Energy's (DOE) commitment to e-Government also involves the development, implementation, or general support of projects that are not part of the President's Management Agenda (PMA) initiatives or directly associated with the Lines of Business, yet reach across multiple agencies. Examples of three Departmental initiatives follow:

Science.gov

This initiative, supported by the Department's Office of Scientific and Technical Information, was developed by an interagency working group comprised of seventeen scientific and technical information organizations from twelve major science agencies to enhance access to science information. These agencies are committed to the information needs of the citizen, including science professionals, students, educators, business entrepreneurs, and members of the public with an interest in science.

In 2004, DOE officially launched Science.gov 2.0, "the next major step in government science and information retrieval on the internet." The new release of Science.gov 2.0 delivers groundbreaking, user-friendly technology enhancements that allow the patron to sort and receive information from thousands of sources rapidly at their desktop computer. The Science.gov web site makes available more than 47 million pages of government research and development project results to the public. Approximately ten million pages represent Departmental data.

DOE Progress:

Version 2.0 introduces relevance ranking across large collections of Federal research and development results. The new technology sorts through multiple government databases of research and development papers and rapidly returns information to desktops in an order more likely to match patrons' needs.

Another milestone was reached in 2005 when Science.gov introduced its newest feature, a cross-agency Alerting system for science information. Patrons may sign up for free Alerts from any or all Science.gov databases. Each Monday, patrons will receive an email with a convenient list of newly added titles matching their keywords. In addition, a personal archive is provided for each patron that holds their past 6 weeks' Alert information.

Software Managed and Acquired on the Right Terms (SmartBUY)

The Office of the Chief Information Officer is developing an enterprise IT acquisition program that will govern Departmental IT acquisitions in accordance with SmartBUY, as well as other e-Government initiatives and Departmental cyber security and business requirements. The program is undertaking an enterprise licensing agreement initiative to leverage the current SmartBUY agreements and the buying power of the Department in common software application purchases.

DOE is currently collecting and analyzing software/software requirements enterprise wide include the following types of software licenses (identified through SmartBuy): Office Automation; Network Management; Antivirus; Database; Business Modeling Tools; and Open Source Software support.

SmartBUY candidates under review for FY 2006 and FY 2007 for centralized purchasing include: Manugistics, Novell, WinZip, and ESRI. Enterprise license agreements currently in the requirement evaluation phase include: Microsoft and Autonomy.

Electronic Voluntary Protection Program (e-VPP)

DOE's VPP is a part of a government-wide effort to promote improved safety and health performance through public recognition of outstanding voluntary safety programs. Based on the Occupational Safety Health Administration's (OSHA) program, VPP includes occupational safety and health coverage as well as radiation protection/nuclear safety and emergency management because of the type and complexity of DOE facilities. VPP provides tangible and proven benefits to participating sites, including improved labor/management relations, reduced workplace injuries and illnesses, increased employee involvement, improved morale, reduced absenteeism, and public recognition. The electronic VPP (e-VPP) system is a business management approach that will permit the preparation and submission of applications for VPP recognition via the Internet, submission of required annual reports and report responses via the Internet and the reporting, trending and evaluation of participant performance data via the Internet. As an example, previously, the application process took weeks of arduous work and resulted in an application containing hundreds of documents. With e-VPP this will be eliminated and the time/resource spent on electronic submittal cut by three-quarters.

The objectives of the e–VPP program are:

- Support field activities by greatly simplifying/reducing their workload in preparing, transmitting and amending applications for VPP, thus promoting greater participation. Offer the same savings for annual reports and data gathering.

- Save time, money and other resources in securing, reviewing and approving program participants, thus encouraging greater participation, as well as through use of a web client (browser) interface, thus providing for ubiquitous access and no additional cost.
- Directly support the President's direction regarding E-Government by "making Government more responsive and cost effective."
- To enable and expand the use of secure Internet and computer resources in providing Government services, i.e. better serving our citizens through "Electronic" Government or "E-Gov."

DOE Progress:

The e-VPP development program adopted a 3-phased approach:

- Phase 1 - Baseline processes and application servicing. This phase has been completed and passed the beta-testing stage for DOE Field Sites.
- Phase 2 – Expand certain annual review facilities (March 2005).
- Phase 3 - Extensive additional reporting capabilities.

At this time, the high level of satisfaction experienced by users of this system has encouraged additional organizations, which may have been daunted by the previous manual preparation process, to request participation in the VPP program.

Presently, the U.S. Department of Labor - OSHA has inquired about adopting this e-VPP system for their use, nationally. The Voluntary Protection Programs Participant's Association, a non-profit organization made up of the 1200 private sector corporations in OSHA's program is pursuing a Memorandum of Understanding with DOE regarding the use of this system. In addition, the twenty-four (24) State governments which operate their own occupational safety and health programs are interested in and pursuing the use of DOE's e-VPP system.

VII. The Road Ahead

This E-Government Progress Report provides the Department's E-Government framework and the road ahead to become a digital Department and to better support its customers. The Department of Energy (DOE) envisions information technology infrastructure and systems that are modernized, reliable, and secure.

The Department will pursue the following activities in the near term in support of its E-Government strategy:

Customer Relation Management
- Continue support to the PMA.
- Continue as a managing partner or participant in the e-Government initiatives and Lines of Business.
- Continue as a managing partner or participant in the Lines of Business Activities as identified in Chapter IV.
- Continue identification and implementation of the Innovative Department of Energy e-Government Applications (IDEA) project plans.
- Migrate the Department's core financial system and data warehouse to the Financial Line of Business.
- Migrate the Department's human resource functions to the Human Resource Line of Business.

Organizational Capability
- Continue implementing the e-Government workforce planning program.
- Continue the quarterly internal reviews of all major information technology investments to ensure they are consistently within costs and on schedule to meet performance targets.
- Continue to develop and analyze major information technology business cases.
- Continue the development and initial implementation of a long-term plan for competitive sourcing.
- Continue to increase the number of certified project managers to ensure that DOE projects are managed using proven techniques, such as earned value management.
- Implement migration strategy for all appropriate eGov, LoB, and SmartBUY initiatives.

Enterprise Architecture
- Integrate Human Capital and Enterprise Architecture.
- Continue to mature the Enterprise Architecture to align with the Federal Enterprise Architecture.

Security and Privacy
- Complete and maintain a 100% inventory of Departmental systems.
- Continue to certify and accredit all operational information technology systems.
- Continue to measure implementation of security policies through quarterly metrics reporting.
- Continue reporting of all cyber security incidents.
- Continue to complete annual self-assessments to promote self-identification and correction of security vulnerabilities.
- Continue to monitor wireless cyber security policy.
- Continue to ensure appropriate level of protection for all Departmental Critical Infrastructure Protection program assets.
- Through an established HSPD-12 project office, continue to implement agency identity management and access control.
- Implement enterprise-wide asset management.

DOE is building on a solid e-Government foundation as evidenced by its partnering role with the e-Government Initiatives and the Federal Government's Lines of Business initiatives. Further, DOE has experienced success with its internal Innovative Department of Energy E-Government Applications (IDEA) initiatives. Success requires continual alignment and integration of information technology with the Department's core business requirements.

The Department is dedicated to providing simplified access to its information and products within a Government-wide framework. Information technology solutions will be aggressively pursued to meet customer requirements for facilitated access to information. The sharing of information will be facilitated with transparent and seamless interoperability and end-to-end connectivity from any location.

Appendix: Legislation Affecting E-Government at the Department of Energy

The primary legislation that provides guidance on the usage of IT resources includes, but is not limited to the following:

- The Clinger-Cohen Act (CCA);
- Government Paperwork Elimination Act (GPEA);
- Government Information Security Reform Act (GISRA); and
- The E-Government Act of 2002

The **Clinger-Cohen Act of 1996** facilitates, encourages, and provides for the efficient and effective use of modern information technology by executive agencies. The Act seeks to increase the responsibility and accountability of departments and agencies in achieving substantial improvements in the delivery of services to the public and in other program activities through the use of modern information technology. Formerly known as the Information Technology Management Reform Act, this law specifically mandates that agencies and departments:

- Establish Chief Information Officers (CIOs) with defined duties and responsibilities;
- Design and implement capital planning and investment controls; and
- Use information technology as a strategic enabler of agency and departmental missions and business objectives, implementing information technology-related actions to enhance performance and results-based management.

The **Government Paperwork Elimination Act of 1988 (GPEA)** specifically provides for Federal agencies, by October 21, 2003, to give the public the option to submit information electronically; to maintain or disclose information to the public using electronic means; and to use electronic authentication methods to verify the identity of the sender and the integrity of electronic content. The law directs agencies to engage in the "acquisition and use of information technology, including alternative information technologies that provide for electronic submission, maintenance, or

disclosure of information as a substitute for paper, and for the use and acceptance of electronic signatures."

The **Government Information Security Reform Act (GISRA)** requires Federal Agencies to assess the security of their non-classified information systems. More important from an enforcement perspective, the law requires every agency to provide a risk assessment and report of the security needs of its systems. These reports must be included in every agency budget request. All agency programs will include procedures for detecting, reporting and responding to security incidents, including notifying and consulting with law enforcement officials, other offices and authorities, and the General Services Administration's Federal Computer Incident Response Capability (FedCIRC).

The E-Government Act of 2002 is defined as the Government use of web-based Internet applications or other information technology to enhance the access to and delivery of government information and services to the public, other agencies, and other Government entities; or to bring about improvements in Government operations that may include effectives, efficiency, service quality, or transformation. The Act establishes a new agency within the Office of Management and Budget, the Office of Electronic Government, which is responsible for electronic information management and for promoting interagency cooperation to improve public services.

Public Law 106-107 The Federal Financial Assistance Management Improvement Act of 1999 (P.L. 106-107) covers all domestic "federal

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financial assistance" programs. This means all programs, including entitlements that provide resources (e.g., grants, contracts, loans, in-kind contributions) to states, localities, organizations, or individuals. Since it is limited to domestic programs, it does not cover foreign aid or assistance used in non-domestic situations.

The law requires OMB to work with other federal agencies to establish, when consistent with existing law:

- A uniform application for financial assistance (e.g., grant applications) from multiple programs across multiple federal agencies;
- Ways to simplify reporting requirements and administrative procedures, including uniformity and standardization of rules affecting funding from multiple programs;
- Electronic methods for applying for, managing, and reporting of financial assistance funds;
- Improved approaches for the collection and sharing of data pertaining to financial assistance programs, and efforts to strengthen the information management capacity of state, local, and tribal government and nonprofit organizations. This includes the development of a release form to be used by grantees for the sharing of information across multiple federal financial assistance programs. Presumably, the data sharing requirements could include a wide range of information, from program performance data to information about people receiving services (e.g., clients); and

- Specific annual goals and objectives to achieve these items.

Electronic Signatures in Global national Commerce Act of 2000 (ESIGN) declares the validity of electronic signatures for interstate and international commerce; prohibits denying the legal effect of certain electronic documents and transactions signed by an electronic signature; clarifies broad circumstances in which an electronic record satisfies any statute or regulation that mandates a record in writing; requires inquiries into domestic and foreign

impediments to commerce in electronic signature products and services; and embraces all technologies. The Act is also known as the "Millennium Digital Commerce Act" and the "E-SIGN bill."

The Electronic Freedom of Information Act Amendments of 1998 created a specific procedure through which any person can exercise his or general right to request and obtain access to particular federal agency records and data.
Commonly called "E-FOIA," the Act has increased demand for publications and reports from agencies, leading many agencies to allow their publications and reports to be electronically downloaded from their Web sites.

The Energy Employees Occupational Illness and Compensation Program Act of 2000 (P.L. 106-398) establishes a program to provide compensation to DOE employees, its contractors and subcontractors, companies that provided beryllium to DOE, and atomic weapons employers. The statue provides that covered employees who suffer from a cancer caused by radiation, beryllium disease, or chronic silicosis are eligible for a lump sum payment of $150,000 for disability and payment of future medical expenses associated with that disease. If the worker is deceased, the lump sum payment will be provided to survivors. The Act also provides that DOE assist workers with other occupational illnesses with filing state workers' compensation claims once agreements to do so have been entered into between DOE and states.

The Debt Collection Act of 1996 requires increased use of electronic commerce to improve cash and debt collection management.

The Federal Acquisition Streamlining Act of 1994 (FASA) established the Federal Acquisition Computer Network and increased agencies' flexibility in terms of procurement processes. Acquisitions are governed by the Office of Management and Budget's (OMB's) Office of Federal Procurement Policy. This Act, and subsequent amendments and directives found in the Federal Acquisitions Regulation (FAR), provides the legislative impetus for

electronic procurement. OMB will continue to advance the evolution of agencies' acquisition processes from paper to electronic media to save taxpayer dollars, expedite processes, and ease the burden on businesses.

The Government Performance and Results Act of 1993 (GPRA) requires government agencies to link performance to results and fosters short-term business planning and long-term strategic planning. The law also requires that agencies develop performance plans that articulate their target performance goals and progress towards meeting these goals. Electronic government is a means by which agencies can fulfill these performance goals. The Act also encourages bureaus and offices within agencies, such as CIO and IT organizations, to improve service delivery and focus on results and customer satisfaction.

The Computer Security Act of 1987 provides for the security of Government information systems. The Act requires each agency with a federal computer system to establish a security plan to protect the security and privacy of sensitive information. In addition, the Act establishes a Computer System Security and Privacy Advisory Board within the Department of Commerce and directs the National Bureau of Standards to establish a computer standards program for federal computer systems. The Act also requires that agencies provide periodic training for their employees on the management, use, and operation of computer systems.

The Privacy Act of 1974 provides specific guidance to federal agencies on the control and release of appropriate records.

As amended, **Section 508 of the Rehabilitation Act of 1973** requires federal agencies to ensure that their electronic and information technologies provide people with disabilities access to information and data comparable to that of people without disabilities. This requirement applies to federal as well as members of the general public that conduct business with the agency. Additional guidance regarding this Act and its implications for electronic government

has been issued by the interagency CIO Council and the Department of Justice.

The Chief Financial Officers Act of 1990 brought more effective general and financial management practices to the Federal Government through statutory provisions that established in the Office of Management and budget a Deputy

> Other security- and records management-related regulations and directives that impact E-Government activities include:

Director for Management, established an Office of Federal Financial Management headed by a Controller, and designated a Chief Financial Officer in each executive department and in each major executive agency in the Federal Government. The Act provided for improvement, in each agency, of systems of accounting, financial management, and internal controls to assure the issuance of reliable financial information and to deter fraud, waste, and abuse of Government resources.

The Act also provided for the production of complete, reliable, timely and consistent financial information for use by the executive branch of the Government and the Congress in the financing, management, and evaluation of Federal Programs.

The Federal Information Security Management Act of 2002 (FISMA) provided a comprehensive framework for ensuring the effectiveness of information security controls over information resources that support Federal operations and assets. It recognized the highly networked nature of the current Federal computing environment and provided effective government-wide management and oversight of the related information security risks, including the coordination of information security efforts throughout the civilian, national security and law enforcement communities.

FISMA provided a mechanism for improved oversight of Federal agency information security programs.   It acknowledged that commercially developed information security products offer

advanced, dynamic, robust and effective information security solutions, reflecting market solutions for the protection of critical information infrastructures important to the national defense and economic security of the nation that are designed, built, and operated by the private sector.

The Act recognized that the selection of specific technical hardware and software information security solutions should be left to individual agencies from among commercially developed products.

The X509 Standard defines the basic requirements of technology components to be used in federal IT processes. The three basic data structure to be used by the Federal PKI are the certificate, cross certificate pair, and Certificate Revocation List (CRL).

The Management of Information Resources (OMB Circular A-130) establishes the policies for the management of federal information resources, and includes, as appendices, procedural and analytic guidelines for implementing specific aspects of these policies.

The Federal Records Act (36 CFR 1220) defines federal records and requires the establishment of agency programs to ensure adequate and proper documentation of organization, function, policies, decision, procedures, and essential transactions.

The Critical Infrastructure Protection Plan (Presidential Decision Directive 63) states that certain national infrastructures, e.g., energy, information and communications, and banking and finance, are critical to the national and economic security of the United States and the well being of its citizenry, and that the United States will take all necessary measures to protect them. The Directive calls for a public-private partnership to provide protection, establishes a national organizational structure to effect that partnership, and directs the development of two sets of plans: each Federal department's or agency's plan to protect its portion of the Federal Government Critical Infrastructure and a comprehensive National Infrastructure

Assurance Plan with input from all infrastructure sectors.